

# **Accessory Dwelling Unit (ADU) Garage Conversion Reference Documents**

**June 2019**



@LongBeachBuilds

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## Frequently Asked Questions

### 1. What is an APN?

An Assessor Parcel Number (APN) is a unique number assigned to each parcel of land by a county tax assessor. To find your home's APN, go to your local county assessor's office web site and search for your address. There you can see information regarding your APN, lot size, home type, property tax history, and sale price history. The link to the LA County Assessor's Office is below:

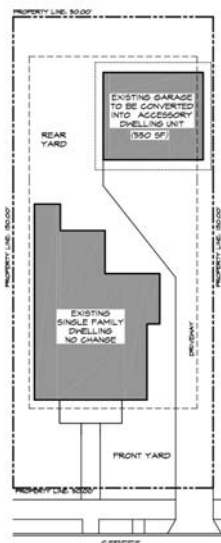
<http://maps.assessor.lacounty.gov/>

### 2. What is a zone or zone district?

It is a section of the city which has certain requirements for the use of land as well as improvement and development standards. Please see Maps and Demographics page on the Long Beach Planning website (<http://www.lbds.info/planning>) to see where your property is on the map to find out your property's zone. For more information, see Section 21.15.3370 of the Long Beach Municipal Code.

### 3. What is gross floor area (GFA)?

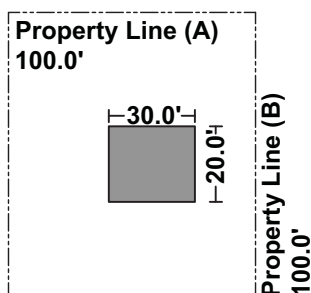
Total area of all floors of a building, as measured to the outside surfaces of exterior walls. Gross floor area includes halls, stairways, elevator shafts, garages and mezzanines. See the shaded area in the diagram below. For more information, see Section 21.15.1070 of the Long Beach Municipal Code.



### 4. What floor area ratio (FAR)?

The numerical value obtained by dividing the gross floor area (of all floors) of a building or buildings located on a lot or parcel of land by the total area of the lot or parcel of land. For more information, see Section 21.15.1090 and Section 21.31.235 of the Long Beach Municipal Code.

**Example:**



$$\text{FAR} = \frac{\text{GFA}}{\text{LOT AREA}}$$

$$0.06 = \frac{30 \times 20 = 600}{100 \times 100 = 10000}$$

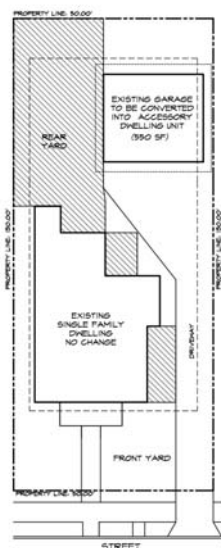
## Frequently Asked Questions

### 5. What is lot coverage?

The percentage of the area of the lot covered by a building at all levels. This includes the perimeter of the building as viewed from a plan view, plus the area of all accessory buildings and structures. For more information, see Section 21.15.1620 and Section 21.31.225 of the Long Beach Municipal Code.

### 6. What is usable open space?

Usable open space means any space on a lot not enclosed within a building which is designed for specific recreational purposes, including active and passive recreational activities. For more information, see Section 21.15.3160 of the Long Beach Municipal Code. See the shaded area in the diagram below.

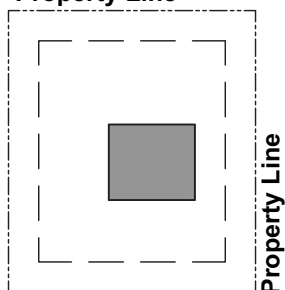


### 7. What is a setback line?


A line across the front, sides or rear of any private or public property. The setback prohibits the subsequent erection of any building, fence or other structure in the area between such line and the lot line. For more information, see Section 21.15.2470 of the Long Beach Municipal Code.

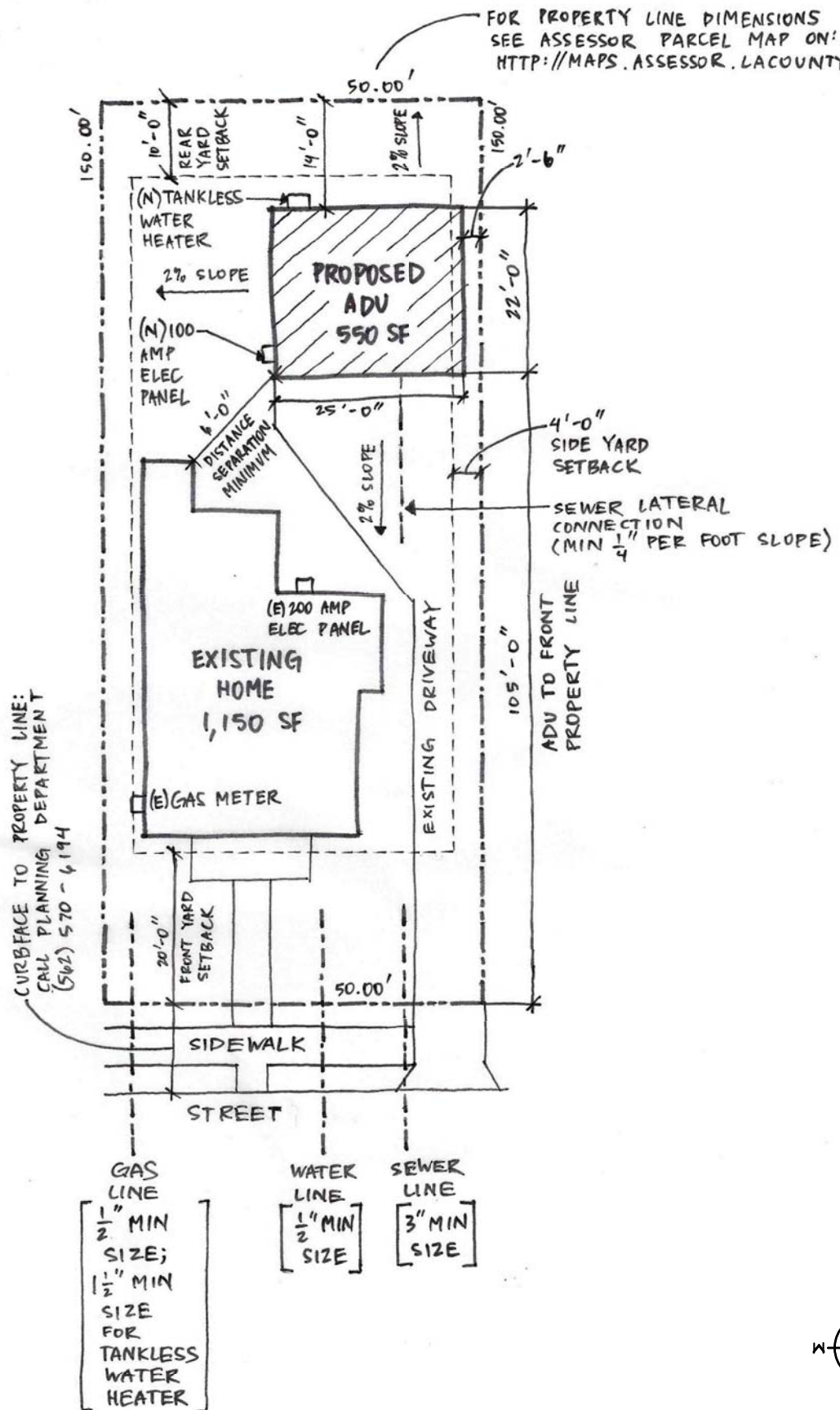
#### Example:

#### Property Line

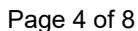


#### LINE TYPE LEGEND

-----	PROPERTY LINE
----	SETBACK LINE
_____	BUILDING OUTLINE
	BUILDING AREA OF ADU

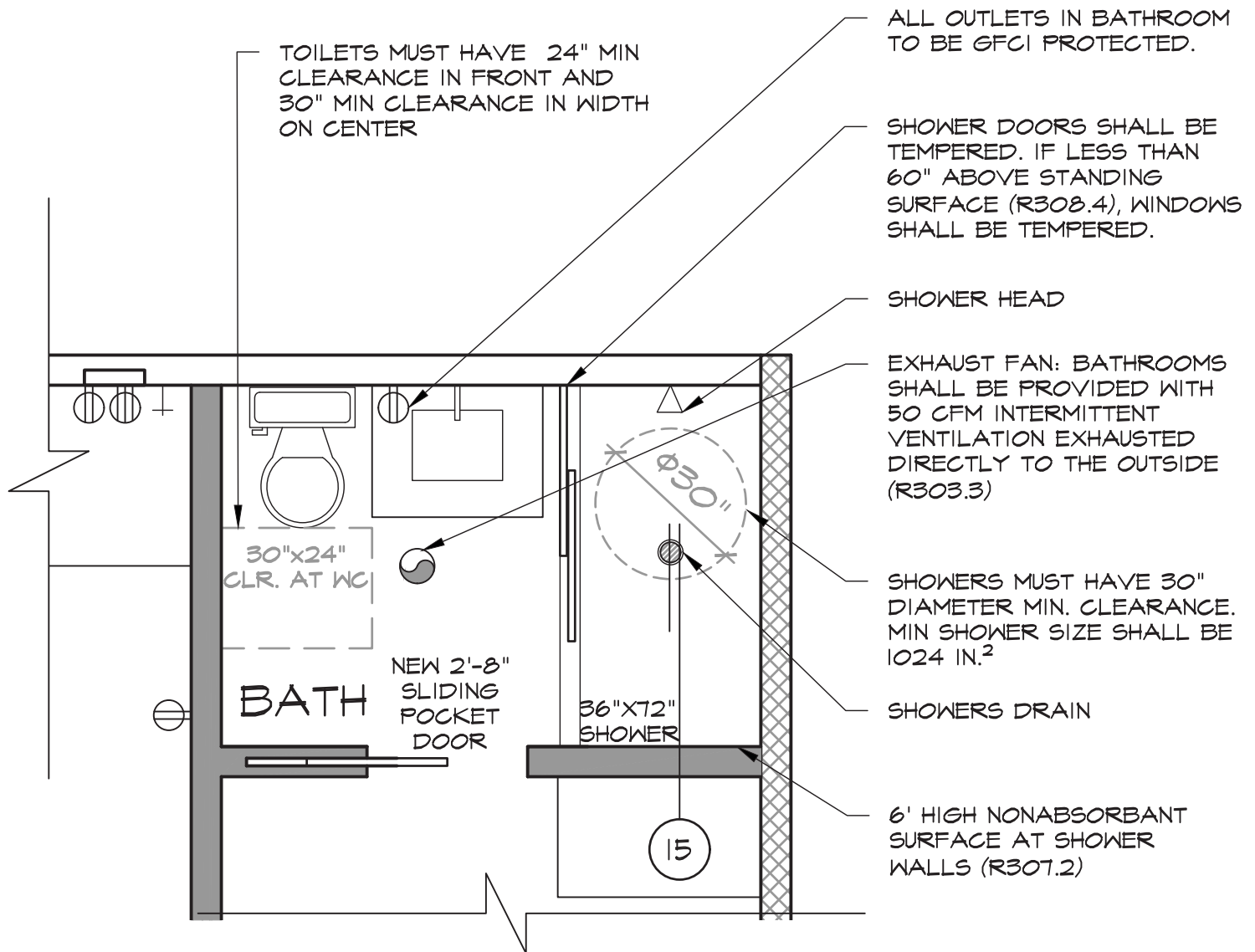


(These are examples of construction requirements to meet the general requirements and specifications in the 2016 California Residential Code (CRC). Your design layout may vary from this layout but the construction requirements must still be met.)



**Prescriptive Provisions\*\* For ADU**

(These are examples of construction requirements to meet the general requirements and specifications in the 2016 California Residential Code (CRC). Your design layout may vary from this layout but the construction requirements must still be met.)

**\*\*\* FIXTURE FLOW RATES:**

- WATER CLOSETS: ≤ 1.28 GPM
- URINALS: ≤ 0.125 GAL/FLUSH
- SINGLE SHOWER HEADS: ≤ 2.0 GPM @ 80 PSI
- MULTIPLE SHOWER HEADS: COMBINED FLOW RATE OF ALL SHOWERHEADS AND/OR OTHER SHOWER OUTLETS CONTROLLED BY A SINGLE VALVE SHALL NOT EXCEED 2.0 GPM @ 80 PSI OR ONLY ONE SHOWER OUTLET IS TO BE IN OPERATION AT A TIME
- LAVATORY FAUCETS: MAX 1.2 GPM @ 60 PSI / MIN. 0.8 GPM @ 20 PSI
- KITCHEN SINK FAUCETS: ≤ 1.8 GPM @ 60 PSI; TEMPORARY INCREASE TO 2.2 GPM ALLOWED BUT SHALL DEFAULT TO 1.8 GPM

**WALL LEGEND**

- NEW WALL
- EXISTING WALL TO REMAIN
- EXISTING WALL TO BE REMOVED
- 1-HR FIRE RATED WALL

# Zoning Basics for Developing an Accessory Dwelling Unit

(City Council Ordinance 19-008 and 17-0031, Effective January 20, 2018 and Amended April 23, 2019)

<b>Accessory Dwelling Unit (ADU)</b> More commonly known as granny flats, second units, in-law quarters, casita, etc.		An attached or detached residential dwelling unit which provides complete independent living facilities. It includes permanent provisions for living, sleeping, eating, cooking, and sanitation, and is located on the same lot as a single-family dwelling to which it is subordinate, and shall have a separate exterior entrance.	
<b>Locations Allowed</b> Only when site is developed with one, single-family dwelling and no other principal uses, or principal structures exist.		Refer to <a href="#">Table 31-1</a> , "Uses in Residential Zones," Chapter 21.31 of Title 21 of the Long Beach Municipal Code (LBMC).	
<b>Review Procedure</b>	<b>Historic Districts</b>	<ul style="list-style-type: none"> <li>Apply for Certificate of Appropriateness (C of A) before building permit submittal.</li> <li>Finish C of A process before building permit issuance.</li> </ul>	
	<b>Coastal Zone</b>	<ul style="list-style-type: none"> <li>Apply for a Coastal Permit Categorical Exclusion (CPCE) or Local Coastal Development Permit (LCDP) as applicable concurrent with building permit submittal.</li> <li>CPCE or LCDP permit must be issued before building permit issuance.</li> </ul>	
	<b>All Other</b>	Submit building permit application.	
<b>Accessory Dwelling Unit Categories</b>		<b>Limited ADU</b>	<b>Conforming ADU</b>
		Created solely from the existing floor area of the primary dwelling unit or accessory structure in a single-family zone as indicated in Table 31-1 of Title 21 of LBMC. No addition of floor area or expansion of the building footprint is allowed when creating a limited ADU.	<ol style="list-style-type: none"> <li>Construction of new floor area whether to create or expand the ADU; or</li> <li>The lot is located in a permitted residential zoning district other than single family, whether or not new floor area is constructed.</li> </ol> Note: On lots where an additional principal dwelling is allowed, a conforming ADU is not permitted, except that a conforming ADU may be created through the conversion of an existing attached or detached accessory structure).
<b>Covenant</b> The applicant must provide a preliminary title report, dated no more than 30 days prior to staff's request for the document, documenting the ownership of the property and any existing deed restrictions.		The property owner must record a covenant and provide proof of recordation prior to issuance of building permit. The covenant requires: <ol style="list-style-type: none"> <li>The property owner must live in either the primary dwelling or ADU.</li> <li>The rental term may not be for a term less than 30 consecutive days.</li> <li>The ADU may not be sold separately from the primary residence.</li> <li>All required on-site parking shall remain available for the residents.</li> <li>The ADU shall be removed at the expense of the property owner upon violation of LBMC Section 21.51.276 or upon cessation of the primary land use as a single-family dwelling, including, but not limited to, addition of another principal dwelling unit, or upon a request by any government agency to remove or vacate the structure due to coastal hazards.</li> </ol>	

# Zoning Basics for Developing an Accessory Dwelling Unit

(City Council Ordinance 19-008 and 17-0031, Effective January 20, 2018 and Amended April 23, 2019)

		Limited ADU	Conforming ADU
Lot Standards			
Minimum Lot Size	Within the Coastal Zone	N/A	4,800 sq. ft.
	Outside the Coastal Zone	4,800 sq. ft.	
Minimum Lot Width		27 ft.	
Maximum Lot Coverage		N/A	Same as zoning district.
Floor Area Ratio (FAR)		N/A	Same as zoning district.
Minimum Usable Open Space		N/A	Equal to 30% of the gross floor area of the ADU. Note: The ADU open space is in addition to the open space required for a principal dwelling. If the open space for the primary dwelling is nonconforming, additional usable open space shall be provided to meet the minimum requirement.
Unit Size Requirements			
Maximum Unit Size		50% of GFA of the primary dwelling, or 800 sq. ft., whichever is less. <sup>A</sup>	
Minimum Unit Size		Refer to LBMC Section <a href="#">21.51.276</a>	
Setbacks			
Front Yard		N/A	Same as zoning district.
Side Yard		N/A	Same as zoning district, or 5 ft., whichever is less.
Rear Yard	Attached ADU	N/A	Same as zoning district.
	Detached ADU	N/A	5 ft.
Height		N/A	Same as zoning district or 25 ft. and 2 stories, whichever is less.
Parking			
Parking for ADU		1 parking space. <sup>B</sup>	
Parking for Primary Dwelling		Same as existing number of spaces.	
Other			
<ul style="list-style-type: none"><li>Exterior changes shall be architecturally compatible with existing structures. When a garage is converted the garage door shall be removed and designed to include compatible architectural details and finishes.</li><li>Second story ADUs shall be designed to lessen the view onto adjacent lots including orienting an entrance away from a property line, use of obscured glazing, window placement above eye level, and screen walls. In the Coastal Zone, a second story ADU shall be designed to preserve public view of the beach, bay, ocean or tidelands from public areas.</li><li>When a garage is converted to an ADU, a landscape area with a depth between 18 and 36 inches shall be provided in the area adjacent to where the garage door is eliminated — see LBMC Section <a href="#">21.51.276.D.3.d</a> for exceptions.</li><li>One street tree (24-inch box min.) shall be provided for each 25' of property length adjoining the right-of-way.</li></ul>			
<sup>A</sup> For a site with a primary dwelling less than 1,280 sq. ft. in size a maximum ADU of 640 sq. ft. may be allowed subject to all other standards.			
<sup>B</sup> Exempt from parking requirement when ADU is: 1) within one-half mile of public transit; 2) within an architecturally and historically significant district; 3) part of the proposed or existing primary residence or an existing accessory structure 4) within one block of a ride share.			
<b>Note:</b> This document is only a general summary of zoning standards, provided for the convenience of the public. ADUs must comply with all applicable codes, laws, and regulations, including, but not limited to, the Zoning Regulations, Building Code, Fire Codes, and Impact Fees.			



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Accessory Dwelling Unit (ADU) Guide					
	Convert part of existing SFD space	Add attached unit to existing SFD	Add attached unit to garage	Add new detached unit	Convert garage
CRC					
Wall protection/wall opening Setback req.	1 hr fire and sound separation req'd (STC 50) between units	1 hr fire and sound separation req'd (STC 50) between units	N/A	N/A	if on PL, 1hr req'd, no openings allowed <sup>1</sup>
	1 hour fire rating req'd < 5'0" from PL; setbacks per T31-21A (PZ)				
Structural req.	Existing; N/A (if no alteration)	Wood frame prescriptive provisions (BU-010)	Wood frame prescriptive provisions (BU-010)	Wood frame prescriptive provisions (BU-010)	Engineering req'd to justify or upgrade existing condition
Soils report	Existing; N/A	1000 psf, in lieu of soils report if not in AP or liquefaction zones.			
Foundation req.	Existing; N/A	Wood frame prescriptive provisions (BU-010)	Engr. req'd if addition is above existing garage	Wood frame prescriptive provisions (BU-010)	Engineering req'd to justify or upgrade existing condition
Min. room size	150ft² minimum per California Health and Safety Code, HSC § 17958.1				
Energy					
Insulation req'd²	Per 2016 Energy Efficiency Standards; see BU-010 for Prescriptive Compliance Method				
Dev. Impact fees					
Transportation	≤ 220ft²		220 ft² < ADU < 640 ft²	≥ 641 sq.ft.	
	\$236.25		\$663.75	\$1,125.00	
Parks and Recreation	\$1,781.39				
Police Facilities	\$342.86				
Fire	\$241.74				
School fees³ (LBUSD)	\$3.79/ft² (03/22/19)				
Sewer Connection (LACSD)	<i>for ADUs - in existing SFD, or less than ½ of SFD, or less than 1200ft²; exempt from Sewer Conn. Charge per LACSD. Send ADU projects to LACSD for records (lot will be billed with a revised sewer charge)</i>				
Sewer Capacity (LBWD)	N/A	\$108.39 per Effective Fixture Unit for new added fixtures			
LID	N/A	LID applies only if project adds ≥500ft² of impervious surface			N/A
CalGreen	N/A	High efficacy/LED lights, low-flow water fixtures, waterproofing, grading and paving (4.106.3); CALGreen checklist			

<sup>1</sup> Exempt from parapet requirement if area is less than 1000ft<sup>2</sup>

<sup>2</sup> Title 24 Energy hotline: 800-772-3300

<sup>3</sup> LBUSD information line: 562-997-7550